

PUBLIC MEETING  
MINUTES

The Public Meeting of the Mayor and Council was held virtually by Zoom and also held in Council Chambers and called to order at 7:30PM. Adequate notification was published in the official newspaper of the Borough of Montvale. Danny Catalfumo, Boy Scout Troop 334 led the Pledge of Allegiance to the Flag, and roll call was taken.

**OPEN PUBLIC MEETING STATEMENT**

Adequate notice of this meeting was provided to The Bergen Record informing the public of the time and place according to the provisions of the Open Public Meeting Law (Chapter 231, P.L. 1975).

Also Present: Mayor Mike Ghassali; Borough Attorney, Joe Voytus; Administrator/Municipal Clerk, Maureen Iarossi-Alwan; and Deputy Municipal Clerk, Fran Scordo

**ROLL CALL:**

Councilmember Arendacs

Councilmember Curry - absent

Councilmember Koelling

Councilmember Lane

Councilmember Roche

Councilmember Russo-Vogelsang – via zoom

**PROCLAMATION – Vivaan Bagga**

Top students recognized for academic excellence by the John Hopkins Center for Talented Youth

**PROCLAMATION – Maureen Iarossi-Alwan**

25 Years of Service

**ORDINANCES:**

**PUBLIC HEARING ORDINANCE NO. 2021-1509** AN ORDINANCE TO AMEND ORDINANCE NUMBERS 2021-1492, ORDINANCE 2021-1498, ORDINANCE NO. 2021-1504 AND ORDINANCE NO 2021-1508 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY

**BE IT ORDAINED BY** the Mayor and Council of the Borough of Montvale as follows:

**SECTION 1.** Each of the offices and positions of employment hereinafter named that are not established or created by virtue of any statutes or of any ordinance, resolution, or other lawful authority heretofore exercised by the Borough of Montvale, is hereby established, created, ratified and confirmed.

**SECTION 2.** The rate of compensation of the persons holding any of the hereinafter named offices and positions of employment whose compensation shall be on an annual basis and shall be payable semi-monthly is hereby fixed and determined to be as set opposite the title of each of the hereinafter named offices and positions of employment.

Title		2021 Salary Range
1.	Part-Time Code Enforcement Official/Property Maintenance	\$20,000 - \$25,000
2.	Part-Time Building Inspector	\$30,000 - \$35,000

**SECTION 5.** The Borough Treasurer shall present semi-monthly or as established by Resolution to the Governing Body for approval warrants drawn to the order of the Borough of Montvale Payroll Account and the Borough of Montvale Salary Account.

At the first meeting of the Governing Body in January of each year, there shall be approved accounts to be designated "The Borough of Montvale Payroll Account" and "The Borough of Montvale Salary Account" and from time to time the Borough Treasurer upon receipt of a warrant for the amount due each Payroll, shall deposit the same to the credit of these accounts, charging the appropriate budgetary accounts therewith. The Borough Treasurer shall thereafter draw checks on said accounts to the employees entitled to payment therefrom. Any employee hired under the terms of a Special Library Grants, salary will be determined by the Authority making such grant.

The Mayor and Borough Council may by adoption of a resolution and by approved payroll advice, increase compensation (base wage adjustment or one-time merit/bonus increase) of any salaried employee in the above schedule, who has reached their maximum, up to 10% above the pay range maximum.

At each regular meeting of the Governing Body of the Borough of Montvale, the Treasurer shall submit for the approval or ratification as the case may be, the necessary payroll amounts due to the several officers and employees for compensation.

Such officers as may be determined by the Governing Body, as established by resolution, shall be authorized to sign warrants drawn in favor of the Payroll Account, upon due notice that the payrolls have been approved by the proper certifying authorities.

**SECTION 6.** This ordinance shall become effective upon publication as required by law, and salaries paid shall be adjusted in accordance with the terms of this ordinance.

**SECTION 7.** All other ordinances and parts of ordinances inconsistent herewith are hereby repealed.

**SECTION 8.** This ordinance shall take effect immediately upon publication in the manner provided by Law.

A motion Introduced for second reading **Ordinance No. 2021-1509** by Councilmember Koelling; seconded by Councilmember Lane; Clerk read by title only.

Motion to open meeting to public by Councilmember Lane; seconded by Councilmember Koelling - All ayes  
No Public Comment

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Roche - all ayes

Motion to adopt on Second and Final Reading in The Bergen Record by Councilmember Lane; seconded by Councilmember Roche; Clerk read by title only. - All ayes on a roll call vote

**INTRODUCTION OF ORDINANCE NO. 2021-1510** AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTER 400 ENTITLED "ZONING," OF THE BOROUGH CODE TO REGULATE OUTDOOR LIGHTING IN THE BOROUGH OF MONTVALE  
(public hearing 9-14-21)

A motion to Introduce Ordinance **2021-1510** for first reading was made by Councilmember Koelling; seconded by Councilmember Roche; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in The Bergen Record; seconded by Councilmember Roche - a roll call was taken – all ayes

**INTRODUCTION OF ORDINANCE NO. 2021-1511** AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING THE BOROUGH CODE TO ADD A NEW CHAPTER 250 ENTITLED "LIGHTING" TO REGULATE OUTDOOR LIGHTING IN THE BOROUGH OF MONTVALE

A motion to Introduce Ordinance **2021-1511** for first reading was made by Councilmember Koelling; seconded by Councilmember Lane; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in The Bergen Record; seconded by Councilmember Roche - a roll call was taken – all ayes

The Borough attorney gave a brief explanation relating to both ordinances that were introduced. stating that it is not about the hours of the lights its more about the intensity of the lights and where they shine, like into your neighbor's house, yard etc.

**MEETING OPEN TO PUBLIC:**

Agenda Items Only

Motion to open meeting to the public by Councilmember Lane; seconded by Councilmember Koelling – all ayes

**No Public Comment**

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Koelling – all ayes

**MEETING CLOSED TO PUBLIC:**

Agenda Items Only

**MINUTES:**

July 27, 2021

A motion to accept the minutes by Councilmember Lane; seconded by Councilmember Koelling – all ayes with the exception of Councilmembers Arendacs and Roche

**RESOLUTIONS: (CONSENT AGENDA\*)**

\*All items listed on a consent agenda are considered to be routine and non-controversial by the Borough Council and will be approved by a motion, seconded and a roll call vote. There will be no separate discussion on these items unless a Council member(s) so request it, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**130-2021 A Resolution Awarding a Professional Services Contract to Community Grants, Planning & Housing ("CGP&H") for Professional Housing Rehabilitation Services**

**WHEREAS**, the Borough of Montvale has a need to procure professional services to administer the Borough of Montvale's rehabilitation program related to its ongoing affordable housing obligations; and

**WHEREAS**, the Borough of Montvale has received a proposal dated July 25, 2020 (the "Proposal") from Community Grants, Planning & Housing ("CGP&H") to provide the necessary services to the Borough; and

**WHEREAS**, the funding for said contract shall come from the Borough's Affordable Housing Trust Fund; and

**WHEREAS**, the Borough is desirous of awarding this contract to CGP&H in accordance with the terms set forth in the Proposal, subject to approval and execution of a formal contract acceptable to the Borough; and

**WHEREAS**, because the value of this contract is anticipated to be in excess of \$15,000 (the Borough's pay-to-play threshold), this contract has been awarded under the "alternative process" pursuant to N.J.S.A. 19:44A-20.4 et seq. (the "Pay-to-Play Law"), and has been awarded to the contractor based upon the merits and abilities of the contractor to provide the services necessary; and

**WHEREAS**, because this contract has been awarded under the "alternative process," CGP&H has completed and submitted a Business Entity Disclosure Certification which certifies that CGP&H has not made any reportable contributions (\$300 or more) to a political or candidate committee in the Borough of Montvale with

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the elected officials in the previous one year, and that the contract will prohibit CGP&H from making any reportable contributions (\$300 or more) through the term of the contract; and

**WHEREAS**, the *Local Public Contracts Law, N.J.S.A. 40A:11-5*, requires the resolution authorizing the award of contracts for professional services without competitive bids and the contract itself to be made available for public inspection; and

**WHEREAS**, pursuant to *N.J.S.A. 40A:11-5*, public notice of this contract award shall be published in the official newspaper of the Borough in accordance with applicable law; and

**WHEREAS**, the Borough's Chief Financial Officer has certified that funds have been appropriated and are available for this purpose.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale that a professional services contract is hereby awarded for housing rehabilitation services in accordance with the terms and conditions set forth in the Proposal, as follows

**Contractor:**

CGP&H

101 Interchange Plaza, Suite 301

Cranbury, New Jersey 08512

**In the amount of:**

Ongoing Day-to-Day Administration:	\$117/hour, NTE \$5,000/year	Shared
Services:	\$87/month/\$1,044 per contract year	
Case Management:	\$117/hour	
Title Search Fee:	\$94/property	
Direct Costs:	Reimbursement, NTE \$200/year	
Subordination Requests:	\$175 flat fee paid by homeowner	

**Total Not-To-Exceed for 12 months:        \$17,632.00**

**BE IT FURTHER RESOLVED** that the Mayor and Borough Clerk are hereby directed, authorized and empowered to execute a contract consistent with the provisions and intent of this Resolution, subject to approval of same by the Borough Attorney.

**BE IT FURTHER RESOLVED** that the Borough Clerk shall publish notice of this contract award in the official newspaper of the Borough, in accordance with *N.J.S.A. 40A:11-5*.

**131-2021 Appointment Jr. Member / Montvale Fire Department / Charles Hutchison**

**WHEREAS**, the Montvale Fire Department is desirous of adding a junior member; and

**WHEREAS**, Charles Hutchison of Montvale, NJ has been approved by the Board of Fire Commissioners and has undergone a satisfactory physical, pursuant to the attached application which has been made part of this resolution; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale that the appointment of Charles Hutchison, as a Jr. Member of the Montvale Fire Department, is hereby approved.

**132-2021 A Resolution approving for E-Ticket Renewal Agreement with Gold Type Business Machine, Inc. ("GTBM") for the Montvale Police Department**

**WHEREAS**, the Borough is desirous of renewing the contract with GTBM (renewal attached) to provide services including E-ticket software and hardware for 8 police vehicles for a five year term;

**WHEREAS**, the term will be as follows June 1, 2021 – May 31, 2026 for an annual fee of \$2,995.00; and

**BE IT FURTHER RESOLVED** that the Mayor, Borough Clerk and all other appropriate officials shall be and are hereby authorized to execute all contract documents necessary to effectuate the purposes of this resolution, subject to approval as to form by the Borough Attorney.

Introduced by: Councilmember Lane; seconded by Councilmember Roche - a roll call was taken - all ayes

**BILLS:** Municipal Clerk read the Bill Report.

Motion to pay bills by Councilmember Lane; seconded by Councilmember Roche - all ayes

**REPORT OF REVENUE:** Municipal Clerk read the Report of Revenue – July

**COMMITTEE REPORTS:**

**Council President Lane**

**Fire Dept**

37 fire calls; 2 drills;

**Diversity Committee**

Created an Event Proposal Form, this form will organize ideas going forward; September and October will be Spanish Heritage Month; the committee will have a table at the Montvale Street Fair on October 17<sup>th</sup>; November will be celebrating Diwali

**Councilmember Roche**

**Chamber of Commerce**

Street Fair is scheduled for October 17;

**Special Events/Recreation**

Day in the Park is scheduled on August 28 from 5:30-9:30, food trucks, live music and fireworks, rain date will be August 29;

Pickle Ball, Tennis and Basketball badges are available at borough hall

**Councilmember Koelling**

**Police**

Monthly report included in original minutes; reminder to lock your cars and do not leave your key fob in the car.

**Councilmember Arendacs**

**Engineering**

PSEG will be paving 20 roads

**DPW**

Summer maintenance of all borough properties are ongoing

**Councilmember Russo-Vogelsang**

**Construction**

1 and 3 Market Square is getting ready for inspections; Chopt had minor damage to the aluminum and glass which will be repaired

**MAYOR**

Total Covid positives up to date is 220; Governor mandated students to wear masks when school starts in September; Suez will come back with an alternative proposal

**ENGINEER'S REPORT:**

Andrew Hipolit

Report/Update

No Report

**ATTORNEY REPORT:**

Joe Voytus, Esq.

Report/Update

No Report

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

- a. Honoring Former MAL Coach D. Ligasan/Renaming Kinderpath/Memorial School

Councilmember Roche mentioned that the MAL wanted to honor the former coach by renaming the kinderpath at Memorial school; The BOE agreed; a motion by Councilmember Lane; seconded by Councilmember Roche to approve the renaming – all ayes

- b. Presentation Eagle Scout Project/D. Catalfumo

Presentation included with original minutes

- c. Proposed Draft Resolution Establishing an “Exchange Zone” for Private Transactions”.

**133-2021 A Resolution of the Borough of Montvale Establishing an “Exchange Zone” for Private Transactions**

**WHEREAS**, the Governing Body of the Borough of Montvale would like to provide Borough residents with an “Exchange Zone” for the purpose of providing an area for residents to conduct private transactions, including those made through or facilitated by websites and online marketplaces; and

**WHEREAS**, the Exchange Zone will be an area that the Borough endeavors to provide with video surveillance or recording; and

**WHEREAS**, the Exchange Zone will be located in the below-specified area of the Municipal Complex, 12 Mercedes Drive, Montvale, New Jersey.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Montvale as follows:

1. **Establishment of Exchange Zone.** There is hereby created an Exchange Zone at the Borough of Montvale Municipal Complex, 12 Mercedes Drive, Montvale, New Jersey, in front of the main entrance on the “north” side of the building. The Borough of Montvale shall endeavor to provide video surveillance or recording of private transactions, including those made through or facilitated by websites and online marketplaces. The Exchange Zone shall be identified by signage indicating, “Private Transaction Exchange Zone – This area is under video surveillance.”
2. **Exchange of Certain Items Prohibited.** The private exchange of the following items will not be permitted:
  - a. Motor vehicles
  - b. Weapons
  - c. Illegal contraband
  - d. Alcohol or drugs
  - e. Other items for which private transactions are illegal under State or Federal law
3. **Limitation on Exchange Zone.** Borough officials will not provide police personnel or Borough staff to witness any transactions in person; however, the video surveillance or recording by and in proximity to police facilities and/or personnel is meant to provide a location to complete the transaction and to increase the public’s peace of mind when engaging in such transactions with unfamiliar or otherwise anonymous individuals within the Exchange Zone. The Borough does not guarantee that there will be police officers present in the building at any particular time.
4. **No Guarantees or Liability by the Borough.** The Borough of Montvale makes no promises, assurances or other guarantees with respect to the condition or authenticity of any items exchanged between private parties. The Borough of Montvale makes no promises, assurances or other guarantees with respect to the availability of the Exchange Zone at any particular date or time. Electronic equipment can and does malfunction, so while the Borough shall endeavor to ensure that video surveillance is available at the Exchange Zone, the Borough of Montvale makes no promises, assurances or other guarantees with respect to the functioning of video surveillance or the availability of

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video recordings of private transactions within the Exchange Zone. The Borough of Montvale is establishing this Exchange Zone for the public welfare however, nothing in this Resolution is intended to, nor should this Resolution be interpreted in any way, to diminish, waive or release the Borough's defenses or immunities from and against any claims or legal action. In creating the Exchange Zone, the Borough assumes no responsibility whatsoever for any aspect of the private transactions that may take place within said Exchange Zone.

5. **Safe Practices Encouraged.** The Borough encourages all persons to: engage in private transactions in daylight hours only; bring a cell phone in case of an emergency; notify friends and/or family of the intention to meet to conduct such a transaction; never invite strangers to the home or agree to meet at a stranger's home; reconsider any transaction with someone who refuses to meet at the Exchange Zone or similar location.

Introduced by: Councilmember Lane; seconded by Councilmember Arendacs - a roll call was taken - all ayes

The borough attorney gave a brief explanation stating this resolution would provide a designated area at the municipal complex to have an exchange zone for residents to use when buying and selling personal items; After a brief discussion by councilmembers, the resolution was approved.

### **COMMUNICATION CORRESPONDENCE:**

None

### **MEETING OPEN TO THE PUBLIC:**

#### **HEARING OF CITIZENS WHO WISH TO ADDRESS THE MAYOR AND COUNCIL:**

Upon recognition by the Mayor, the person shall proceed to the floor and give his/her name and address in an audible tone of voice for the records. Unless further time is granted by the Council, he/she shall limit his/her statement to five (5) minutes. Statements shall be addressed to the Council as a body and not to any member thereof. No person, other than the person having the floor, shall be permitted to enter into any discussion, without recognition by the Mayor.

Motion to open meeting to the public by Councilmember Lane; seconded by Councilmember Koelling - all ayes

#### **No Public Comment**

Motion to close meeting to the public by Councilmember Roche; seconded by Councilmember Lane - all ayes

### **MEETING CLOSED TO THE PUBLIC:**

#### **ADJOURNMENT:**

Motion to adjourn Public Meeting by Councilmember Lane; seconded by Councilmember Roche - all ayes

Meeting was adjourned at 8:22pm

Next Meeting of the Mayor & Council will be on September 14, 2021 at 7:30pm in person and Zoom.

**Respectfully submitted, Fran Scordo, Deputy Municipal Clerk**